

# Meeting of Council

Monday 21 January 2013

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, OX15 4AA on Monday 21 January 2013 at 6.30 pm, and you are hereby summoned to attend.



**Sue Smith**  
Chief Executive

Friday 11 January 2013

## AGENDA

**1 Apologies for Absence**

**2 Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

**3 Communications**

To receive communications from the Chairman and/or the Leader of the Council.

#### **4 Petitions and Requests to Address the Meeting**

The Chairman to report on any requests to submit petitions or to address the meeting.

#### **5 Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

#### **6 Minutes of Council (Pages 1 - 6)**

To confirm as a correct record the Minutes of Council held on 17 December 2012.

#### **7 Minutes**

- a) Minutes of Executive, Lead Member Decisions and Executive Decisions not included in the 28 day notice

The Leader of the Council to formally propose that the minutes of the meetings of the Executive and Lead Member Decisions as set out in the Minute Book (circulated separately) be received and to report that since the last meeting no decisions have been taken by the Executive which were not included in the 28 day notice.

- b) Minutes of Committees

The Leader of the Council to formally propose that the minutes of committees as set out in the Minute Book (circulated separately) be received.

#### **8 Questions**

- a) Written Questions

To receive any written questions and answers which have been submitted with advance notice in accordance with the constitution. A written response to the question will be circulated at the meeting.

- b) Questions to the Leader of the Council

The Chairman to invite questions to the Leader of the Council (including any matters arising from the minutes).

Following a response to their question being provided members will be entitled to a follow up or supplementary question.

- c) Questions to Committee Chairmen on the minutes

The Chairman to invite questions to Chairmen of Committees on any matter arising from the minutes of their committee (if any).

## 9 Motions

To debate any motions which have been submitted with advance notice, in accordance with the constitution.

## Council Business Reports

### 10 Council Tax Reduction Scheme and Implications of the Local Government Resource Review (Pages 7 - 16)

Report of Head of Finance and Procurement

#### Summary

This Report informs Members of the new Council Tax Reduction Scheme that will be introduced from 1 April 2013, and seeks authority for the Director of Resources and Head of Finance and Procurement to make the necessary arrangements for implementation and to enable the setting of the 2013/14 taxbase.

#### Recommendations

The Council is recommended:

- (1) To approve the introduction of a local council tax reduction scheme as set out in Para 2.2 to 2.12 for the year 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014 and implement the scheme with effect from 1<sup>st</sup> April 2013.
- (2) To allow for further amendments to the scheme up to and including 31<sup>st</sup> January 2013 as regulations are finalised, delegating authority to amend to the Director of Resources and the Head of Finance and Procurement in consultation with the Lead Member for Financial Management.
- (3) To delegate authority to the Director of Resources and the Head of Finance and Procurement to make amendments as required to the local CTRS Regulations in consultation with the Lead Member for Financial Management.
- (4) To resolve to amend the proposed changes to Council Tax Discounts and Exemptions as detailed in Appendix 1.
- (5) To delegate approval of the NNDR1 form to the Director of Resources in consultation with the Lead Member for Financial Management.

### 11 Council Tax Base for 2013/14 (Pages 17 - 28)

Report of Head of Finance and Procurement

#### Summary

To consider the calculation of the council tax base for 2013/14

## **Recommendations**

Council is recommended:

- (1) To approve the report of the Head of Finance and Procurement, made pursuant to the Local Authorities [Calculation of Tax Base] [England] Regulations 2012 and the calculations referred to therein for the purposes of the Regulations;
- (2) To resolve that, in accordance with the Regulations, as amended, the amount calculated by Cherwell District Council as its council tax base for the year 2013/2014 shall be 46,672; and
- (3) To resolve that the tax base for the parts of the area be in accordance with the figures shown in column 13 of Appendix 2.
- (4) To delegate authority to the Director of Resources and Head of Finance and Procurement to make any changes to the tax base if required as a result of the consideration of agenda item 11 on Council Tax Reduction Scheme in consultation with the Lead Member for Financial Management.

## **12 Exclusion of the Press and Public**

The Chairman, will if necessary, move the exclusion of the press and public if members have indicated (under the relevant agenda item) they wish to ask a question on any matter arising from an exempt minute.

In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their decision members should also be mindful of the advice of Council Officers.

Should members decide not to discuss the issue in public, they are recommended to pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it could involve the likely disclosure of exempt information as defined in paragraphs of Schedule 12A of that Act, as set out in the Minute Book.”

## **13 Questions on Exempt Minutes**

Members of Council will ask questions on exempt minutes, if any.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221587 prior to the start of the meeting.

## **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

## **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

## **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

## **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

## **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

## **Queries Regarding this Agenda**

Please contact James Doble, Democratic and Elections  
james.doble@cherwellandsouthnorthants.gov.uk, 01295 221587